



WATERVILLE PLANNING BOARD MINUTES

DATE OF MEETING: July 12, 2021

VENUE: Via Zoom

MEMBERS PRESENT: x Samantha Burdick, Chair
x April Chiriboga
x Tom DePre
x David Johnson
x Hilary Koch
x Uria Pelletier
x Bruce White

STAFF PRESENT: Ann Beverage, City Planner

MINUTES:

David Johnson made a motion to approve the minutes of the June 7, 2021, meeting. Tom DePre seconded. Vote 6-0 in favor, with Bruce White abstaining.

CONFLICT OF INTEREST:

No Board member reported a conflict of interest regarding any agenda item.

ITEM 1: Discussion Only: Report to the City Council concerning rezoning of the Sacred Heart Church property at 72 Pleasant Street and 5 Middle Street. This report is in accordance with Section 5.18 (Contract Zoning) and Section 7.1.4 (Report of Planning Board) of the Zoning Ordinance.

David Johnson presented his review of Chapter 13 Goals and Policies of the City's 2014 comprehensive plan. He noted how sections either supported the Board's recommendation to the City Council concerning rezoning the Sacred Heart Church property or did not have any relevance to its decision. (Please see the minutes of the June 7, 2021, Planning Board meeting.)

ACTION:

Samantha Burdick made a motion to continue this discussion at the Board's meeting of July 26, 2021. David Johnson seconded. Vote 6-1 in favor, with Uria Pelletier opposed.

ITEM 2: MEVS Waterville LLC is requesting Final Plan Review for a Cenergy Power solar farm to be constructed at 2 LaFleur Road, in accordance with Article 7 of the Site Plan Review Ordinance.

Bill Heck with Cenergy Power represented MEVS Waterville LLC. He presented plans for a 4.9 MW solar development to be constructed on approximately 20 acres on the northeast corner of the LaFleur Airport. The land to be leased from the City is located in the Airport Industrial zone.

The layout of the array was designed to avoid wetlands, vernal poos, and an existing trail. The array will be as close to the runway as Federal Aviation Administration (FAA) regulations will allow. Trees that are encroaching on airspace and approximately two acres of old asphalt will be removed.

The project complies with performance standards in Section 4.3.32 Solar farms of the Zoning Ordinance, providing perimeter fencing, a decommissioning plan, and a buffer of more than 150 feet of mature trees. In addition, the developer provided a glare analysis.

CORRESPONDENCE:

The applicant provided letters from City Engineer Andrew McPherson (dated July 9, 2021) and Fire Chief Shawn Esler (dated July 12, 2021).

ACTION:

The Board made findings of fact in accordance with Section 1.3, Standards of Review, in the Subdivision Ordinance. Tom DePre made a motion to approve the project with the following conditions:

FIRE:

1. A site plan consisting of final design shall be submitted to the Fire Department prior to construction. The project will require a general life safety review from the WFD prior to equipment installation. WFD will review the solar equipment, emergency shutoffs, proposed underground wiring, and training required to mitigate any hazards presented. This review is subject to a fee as established by Waterville City Council.
2. The gravel access road designed to support the imposed load of fire apparatus shall be considered in the final design and must be approved by the Fire Chief.
3. An assigned project manager shall be available to conduct periodic walkthroughs as determined by the Fire Chief and/or Police Chief to aid in emergency response, should an emergency occur during the construction phase.
4. 2 LaFleur Road Solar Project will provide gate access through an approved means at the main entrance or a position acceptable to the Fire Chief to allow after hours emergency access.
5. 2 LaFleur Road Solar Project will provide three contact names and telephone numbers of "Responsible Employees" to WFD to provide "after hours" response to alarms, etcetera.

Uria Pelletier seconded. Vote 7-0 in favor.

ITEM 3: Thomas College is requesting review of revisions to an approved but expired plan for an athletic center. This review is in accordance with Section 9.4 of the Site Plan Review Ordinance.

Engineer Robert Lightbody with Sheridan Corporation presented revisions to a previously approved but expired site plan for a two-story, 18,000 square foot athletic center. This plan reduces impervious area by decreasing the number of parking spaces from the number previously planned. The Maine Department of Environmental Protection has approved an amendment to the Site Location of Development Act (SLODA) for the campus master plan.

CORRESPONDENCE:

The applicant provided letters from City Engineer Andrew McPherson (dated July 7, 2021), Fire Chief Shawn Esler (dated July 2, 2021), Superintendent of the Waterville Sewerage District (WSD) John Jansen (dated June 15, 2021), and District Engineer Kennebec Water District Jefferson Longfellow (dated February 14, 2012, from the previous approval of the site plan).

ACTION:

The Board made findings of fact in accordance with Section 1.3, Standards of Review, in the Subdivision Ordinance. Uria Pelletier made a motion to approve the project with the following conditions:

FIRE:

1. The State Fire Marshal's Office must review and approve all building plans to ensure State fire code compliance. This project will likely require both a construction permit and a barrier free permit.
2. Once building/construction/fire protection plans are approved by the State Fire Marshal, those plans shall be submitted to WFD for a secondary review to ensure adequate compliance with Waterville's Public Safety Ordinance as adopted by City Council and to evaluate the project's overall impact to Waterville Public Safety. This review along with the fire department's involvement throughout the project is known as the General Life Safety Review (GLSR). The GLSR is subject to a fee as established by City Council.
3. An assigned project manager shall be available to conduct periodic walkthroughs as determined by the Fire Chief and/or Police Chief to aid in emergency response, should an emergency occur during the construction phase.
4. The contractor will ensure emergency responder radio coverage by means of an approved enhancement if the building materials used in construction block or hinder the use of fire or police radios. Radio coverage can be determined by the Fire Chief and/or Police Chief by means of a simple portable radio test of all floors/areas of the building. Fire and police radio frequencies will be made available upon request. *In many cases this has proven unnecessary, however we must consider this during the pre-construction phase.*
5. The contractor will provide a fire alarm master box directly tied to the municipal fire alarm system to aid in early emergency notification to our downtown infrastructure. Provisions shall be provided to install an AES wireless fire alarm box that meets WFD specification. All fire alarm operations shall be in coordination with WFD's fire alarm

technician and an annual monitoring fee will be assessed in accordance with the fee schedule established by City Council. *We have met with Thomas College and determined this will be completed.*

6. The contractor will ensure access to the fire department connection (FDC) is maintained and the FDC located in a suitable position for firefighting operations. The FDC shall be 4" Storz connection compatible to WFD's large diameter hose.
7. The contractor will provide a lockable "Knox" cap for the FDC to protect the sprinkler connection against vandalism and ensure quick fire department access.
8. The contractor will provide a "Knox Box" and keys mounted to the right of the main entrance or a position acceptable to the Fire Chief to allow after hours emergency access.
9. The contractor will provide three contact names and telephone numbers of "Responsible Employees" to WFD to provide "after hours" response to alarms.
10. The contractor will ensure our ladder truck has sufficient clearance to properly navigate the turnaround and access roads. Curbing shall be mountable and vegetation on such curbing shall be kept in a condition as to not interfere with emergency access.
11. The contractor will widen the entrance to the gravel service road to accommodate emergency vehicle access.
12. The contractor will ensure a fire hydrant is available to the fire department located on the paved roadway given access to the sports center.
13. The contractor will ensure interior elevator dimensions are adequate for a full-sized emergency medical services stretcher.

STORM DRAINAGE SYSTEM:

1. There are currently no planned connections to the District's system so a permit from the District is not required. The drainage infrastructure will be considered private.

SANITARY SEWER:

1. A permit [\$250 fee] will be required for the new sanitary connection. The owner or their contractor must notify WSD 48 hours in advance of making the connection.
2. Air testing of the service is required prior to connecting to Thomas College's existing system that is connected to WSD's sanitary system. If the test is completed by WSD personnel, the fee is \$158. If the test is completed by the contractor under the observation of WSD personnel, then there is no fee.

3. In addition to the permit fee this project is subject to a “Ready to Serve Fee” of \$2,700. The formula used to calculate the fee is 7.5 gallons per 100 square feet X \$2.00 per gallon. (Total square footage is 18,000.)

WATER:

Before plans are released for construction, final site plans shall be reviewed and approved by Kennebec Water District (KWD) to verify that details conform with KWD design standards.

Hilary Koch seconded. Vote 7-0 in favor.

ITEM 4: Anthony Civitello is requesting Informal Preapplication Review for a five-lot subdivision on Evergreen Drive, in accordance with Article 4 of the Subdivision Ordinance. Engineer Jeff Allen with A.E. Hodsdon Consulting Engineers presented plans for a 5-lot subdivision along Evergreen Drive. The development will connect to existing water and sewer lines in Evergreen Drive and power lines along that street.